

ECA Admission Committee

NOTICE

Dated: 14.12.2021

Schedule and Procedure for Securing Undergraduate Admission under ECA Category Special Drive for the Academic Session 2021-2022

The notification regarding allotment and schedule for the Undergraduate Admission under ECA Category Special Drive is notified herewith on the University of Delhi Admission portal (www.admission.uod.ac.in). The candidates can login to their dashboard to find the allotted College/Program. The candidate is further advised to complete her/his admission formalities and pay the fees online within the stipulated time as per University guidelines. The stepwise procedure for admission is mentioned below:

STEP BY STEP GUIDELINES FOR CANDIDATES SEEKING ADMISSION UNDER ECA CATEGORY SPECIAL DRIVE TO UNDERGRADUATE MERIT BASED PROGRAMMES 2021-2022

- 1) University of Delhi UG Admission Portal is open from **14th December, 2021 to 18th December, 2021** under this ECA Special Drive.
- 2) The candidate must login to the University UG Admission Portal using her/his registered email address and Password. The College and Program allotted to the candidate will be visible on her/his Dashboard from **07.00 p.m. Tuesday, 14th December 2021 to 05.00 p.m. Saturday, 18th December, 2021.**
- 3) It is mandatory for candidates seeking admission through ECA Category to submit an Undertaking to the College they are taking admission in. The format of this Undertaking is also notified herewith. They would have to mail this Undertaking to individual College in which they are seeking admission (through email as mentioned on the College website), and NOT to ECA Admissions, after which the Colleges would complete the process of approval of their candidature.
- 4) The candidates shall check the status of their application on their dashboard. The allotted College will “Approve” the admission after receiving the Undertaking and checking the eligibility criteria and all the documents uploaded at the time of registration from **07.00 p.m. Tuesday, 14th December 2021 to 05.00 p.m., Friday, 17th December, 2021.**

- 5) On receiving the status 'Approved by Principal' from the College, the candidate will receive a link on her/his Dashboard to submit the fees due. The candidate can pay the fees by **05.00. p.m., Saturday, 18th December, 2021**. The fees can be paid online through the dashboard within the stipulated time only.
- 6) Once the payment is successfully made, the candidate will receive a confirmation email.
- 7) In case the candidate is already admitted to any undergraduate program at the University of Delhi (through any other list/quota, except the ECA category), he/she will be required to cancel the earlier admission by paying a cancellation fee of Rs. 1000/- to take admission to allocated College/program under ECA Category. The process of cancellation should be done **ONLY AFTER** receiving approval of admission ('Approved by Principal' status) by the College allocated under ECA Category Special Drive.

It is mandatory to cancel the existing admission to be able to pay the College fees for allotted College-course under ECA category Special Drive.

- 8) The fees previously submitted for the cancelled admission shall be adjusted in the fees to be paid. If required, once the balance fee is successfully deposited, admission to the College and the program is provisionally confirmed. *Kindly note that all fee adjustment payments are also to be completed within the stipulated timeline.*
- 9) However, if the documents uploaded by the candidate are not legible/wrong/incomplete then the reason for the same shall be updated on their Dashboard. The candidate is advised to contact the respective College through email (as mentioned on the College website).
- 10) If the name of a candidate is reflecting in any of the lists of successfully eligible candidates uploaded on the DU Admission website, but the allotted College and course is **not reflecting on the dashboard of the candidate**, or in case of any discrepancy between the two, he/she should **IMMEDIATELY** get in touch with the ECA Admission Committee by writing a mail at eca@admission.du.ac.in .

IMPORTANT NOTES:

1. The Program and the College allotted to the candidate will be visible on his/her Dashboard **only**.

2. The allotment of College and Program to candidates under ECA Special Drive has been done by the University as per the guidelines notified on 9th December, 2021 regarding Special Drive for Undergraduate Admission under ECA Category for the Academic Session 2021-2022.
3. No grievance shall be entertained in case a candidate fails to pay the fees (if approved by the College) within the stipulated period.
4. Candidates are required to submit an '**UNDERTAKING BY THE CANDIDATE**' in the prescribed format, available on the University UG Admission Portal, to the College at the time of completing the admission formalities online within the stipulated time.
5. All admissions under the ECA Category are provisional, subject to forensic examination/verification of the originals of all the uploaded ECA certificates. A candidate submitting false/fake certificates for seeking admission on the basis of ECA shall be debarred from admission to any College for three years. Such admissions will be cancelled and strict legal action will be taken against the erring candidates.

Schedule for UG Admissions under ECA Category 2021-2022

Process	Date and Time
ECA Special Drive Allotment Notification	Tuesday, 14 th December, 2021
College and Program allocated to the Candidate visible on his/her Dashboard	07.00 p.m. Tuesday, 14 th December, 2021 onwards to 05.00 p.m. Saturday, 18 th December, 2021
Colleges to complete approvals/rejections for admission	07.00 p.m. Tuesday, 14 th December, 2021 to 05 p.m. Friday, 17 th December, 2021
Last date for payment of fees by the candidate for the ECA Special Drive Admission	05 p.m. Saturday, 18 th December, 2021

Encl:

1. Format of Undertaking to be submitted by the students
2. Lists of Eligible Candidates under ECA Special Drive across various ECA categories